

Everyday Chinese Restaurant – Organization-specific guidance plan General Requirements

- Require customers and vendors to sign in the visitor log prior to entry. The log should include the date and time of the visit, name of the individual(s), assigned server and table/area of the bar, number of people, phone and e-mail address of each customer and vendor.
- Provide hand-sanitizers or stations at the front of the restaurant and throughout the establishment.
- Post signs in highly visible locations at the entrance areas for employees and customers to properly wear mask upon entry and re-entry.
- Post signs in highly visible locations at the restroom areas for employees and customers to properly wash hands.
- Follow the requirements of the Guam Food Code
 - Prohibit sick employees in the workplace
 - Strict handwashing practices. Staffs must wash hands and sanitize every time after serving one customer from curbside pickup.
 - Wash, rinse, and sanitize food contact surfaces every hour or any time contamination occurs or is suspected.
 - Person-in-charge = certified food manager, must be on site all time during operating hours.
 - All employees must wear face mask, and practice social distancing.

A. Employee Health

- Pre-work screening is conducted by PIC, to include taking employee temperatures.
- Employees must immediately report symptoms to PIC
- If an employee is showing COVID-symptoms, or have been found positive for virus, employee must follow CDC or DPHSS guideline, and do not report to work.
- Employees must wear face mask, wash hand regularly, practice social distancing at any time at work.

B. Cleaning and Disinfecting

- Intensify detail-cleaning and disinfection of entire restaurant
- Clean and disinfect frequently touched surfaces (e.g., door handles, cash registers, workstations, sink handles, bathroom stalls) at least daily, and as much as possible.
- Clean shared objects (e.g., payment terminals, tables, countertops/bars, receipt trays, condiment holders) between each use.
- Disinfect each table, chair and partitions (if any) after each customer or use.
- Ensure adequate supplies (e.g., paper towels, tissues, disinfectant wipes, masks).
- Ensure safe use and storage of disinfectants to avoid food contamination and harm to employees and other individuals.
- Wash, rinse, and sanitize food contact surfaces of sinks, tables, equipment, utensils, thermometers, carts, and equipment:
 - Before each use.

- Between uses when preparing different types of raw animal foods, such as eggs, fish, meat, and poultry.
- Between uses when preparing or handling known allergens such as tree nuts, peanuts, gluten products, dairy, and soy ingredients.
- Any time contamination occurs or is suspected.
- Wash, rinse, and sanitize food contact surfaces of sinks, tables, equipment, utensils, thermometers, carts, and equipment using the following procedure:
 - Wash surface with detergent solution.
 - Rinse surface with clean water.
 - Sanitize surface using a sanitizing solution mixed at a concentration specified on the manufacturer's label. Use premixed solution, and test with approved test strips at the start of each shift.
 - Place wet items in a manner to allow airdrying.

C. Ventilation

- Maximize fresh air through use of existing ventilation system
- If fans are used, steps need to be taken to minimize air from fans blowing from one person directly at another individual.

D. Social Distancing and Other Protective Measure

- Limit the number of customers based on current authorized occupancy rate as stated in the DPHSS guidance memorandum and follow local guidance on gathering requirements.
- If tables cannot be moved, consider putting signage on every other table or booth marked "DO NOT SIT", "PHYSICAL DISTANCE TABLE" or "RESERVED FOR YOUR SAFETY".
- Provide physical guides, such as tape on floors or sidewalks and signage, to ensure that individuals remain at least 6 feet apart.
- Require all employees to wear face mask and maintain 6 ft separation.
- Require masks prior to entry for all employees, customers and vendors.
- Require customers to wear masks when not actively eating or drinking
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